

**Office of Technology Services**  
**State of Louisiana**  
Division of Administration

**JOHN BEL EDWARDS**  
GOVERNOR



**JAY DARDENNE**  
COMMISSIONER OF ADMINISTRATION

**ISIS Memorandum**

To: ISIS Agency Liaisons  
Fiscal Officers

Subject: AFS Unavailable During Annual Close Process for FY 16

**AFS will be unavailable beginning 7:00 PM Thursday, September 15, 2016 and will remain unavailable through part or all of the day on Friday, September 16, 2016.**

The AFS processes to perform the fiscal year 2016 annual close are scheduled to begin Thursday evening, September 15, 2016. Therefore, the ISIS systems listed above will not be available to users during the time frame noted. A follow-up message will be sent when the systems are available to users.

The AFS Universes will be unavailable beginning at 7:00 PM on Thursday and may remain unavailable part or all of the day on Friday; however, all other Business Objects universes will be functional.

Questions or concerns can be addressed by calling the AFS help desk at (225) 342-2677 or by submitting a web ticket.